



# Clark County Department of Building & Fire Prevention

## Building Division – Inspection Services

### Field Inspection Guideline

<b>SUBJECT:</b> <b>Model Home Sales Office Conversion</b>			<b>FIG-B-002</b>
<b>Effective Date:</b> <b>May 28, 1998</b>	<b>Revised:</b> <b>June 04, 2014</b>	<b>Approved By:</b> <b>BAT</b>	
<b>Code Chapter:</b> <b>2014 Administrative Code Section 22.02.165</b>			<b>Page 1 of 1</b>

**Interpretation:**      The Building Administrative Code requires permits for the alteration of a building. At the time of construction of a new residence to be used as a model, the garage may be constructed/converted as a sales office. This is for a temporary, limited use. Inspections of the sales office area shall be as if it were a commercial use, but with NO requirements for occupancy separation to the residence or low voltage wiring permit requirements.

At the time the office area is converted back to a garage, a remodel permit is required.

Accessibility issues when required will be shown on the approved plans.  
Inspection will only be for those items on the approved plans.

**Field Application:**      The water heaters are allowed to be omitted in this conversion. Since the plumbing was permitted prior to the conversion, there is no need for an additional plumbing permit when the building is converted back to a dwelling/garage dwelling.

Home owners/contractors requesting not to convert the office area back to a garage shall submit plans showing what the areas will remain as-is and reflect compliance with all current adopted codes as a residential use area.

#### Revision History:

Reference #	Title	Effective Date	Revised	Reviewed
FIG-B-002	Model Home Sales Office Conversions	May 28,1998	June 06, 2013	
FIG-B-002	Model Home Sales Office Conversions		June 04, 2014	